

Reach out adventures

Equal opportunities Policy

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EQUALITY POLICY

POLICY STATEMENT

The Equality Act 2010 simplifies the current laws and puts them all together in one piece of legislation. Also, it makes the law stronger in some areas. So depending on your circumstances, the new Act may protect you more.

The Act also contains other changes. For example, if you're over 18, the Act contains a new law to protect you from discrimination because of your age when you shop or use facilities like swimming pools or libraries.

The Government is looking at how the rest of the Act can be implemented in the best way for business. It will make an announcement about this at a later stage.

At the moment, there are several different laws to protect people from discrimination on grounds of:

- race
- sex
- sexual orientation (whether being lesbian, gay, bisexual or heterosexual)
- disability (or because of something connected with their disability)
- religion or belief
- being a transsexual person (transsexuality is where someone has changed, is changing or has proposed changing their sex – called 'gender reassignment' in law)
- having just had a baby or being pregnant
- being married or in a civil partnership (this applies only at work or if someone is being trained for work), and age (this applies only at work or if someone is being trained for work).

Reach out adventures recognises that discrimination and victimisation is unacceptable and that it is in the interests of the company to ensure that any person, irrespective of their age, gender, disability, race, religion, ethnic, origin, creed, colour, social status or sexual orientation has equal opportunity, working for reach out adventures.

Reach out adventures provides this equal opportunities policy, to make all reasonable efforts to limit the physical barriers staff may encounter. In doing this so its primary concern will always be the safety and welfare of the participants and reach out adventures workforce.

Our Aim,

1. Our aim is that our workforce will be truly representative of all sections of society and each employee feels respected and able to give of their best.
2. We oppose all forms of unlawful and unfair discrimination or victimisation. To that end the purpose of this policy is to provide equality and fairness for all in our employment.
3. All employees, whether part-time, full-time or temporary, will be treated fairly and with respect. Selection for employment, promotion, training or any other benefit will be on the basis of aptitude and ability. All employees will be helped and encouraged to develop their full potential and the talents and resources of the workforce will be fully utilised to maximise the efficiency of the organisation.

4. Our staff will not discriminate directly or indirectly, or harass customers or clients because of age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, and sexual orientation in the provision of the Company's goods and services.
5. This policy and the associated arrangements shall operate in accordance with statutory requirements. In addition, full account will be taken of any guidance or Codes of Practice issued by the Equality and Human Rights Commission, any Government Departments, and any other statutory bodies.

OUR COMMITMENT

- To create an environment in which individual differences and the contributions of all our staff are recognised and valued.
- Every employee is entitled to a working environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated.
- To promote equality in the workplace which we believe is good management practice and makes sound business sense.
- We will review all our instructors practices and procedures to ensure fairness.
- The policy will be monitored and reviewed annually

RESPONSIBILITIES OF MANAGEMENT

Managing director (David Robinson) has a responsibility ensuring an effective working environment for all employees whilst working within activities provided by Reach out adventures. Manager director (David Robinson) will ensure that they and their staff operate within this policy and arrangements, and that all reasonable and practical steps are taken to avoid discrimination.

Reach out adventures will ensure that:

- all their staff are aware of the policy and the arrangements, and the reasons for the policy;
- discrimination is dealt with properly, fairly and as quickly as possible;
- proper records are maintained.

Reach out adventures, managing director (David Robinson) will be responsible for monitoring the operation of the policy in respect of employees.

RESPONSIBILITIES OF STAFF

Responsibility for ensuring that there is no unlawful discrimination rests with all staff and the attitudes of staff are crucial to the successful operation of fair practices. All members of staff should:

- comply with the policy and arrangements;
- not discriminate in their day to day activities or induce others to do so;
- not victimise, harass or intimidate other staff or groups who have, or are perceived to have one of the protected characteristics.
- ensure no individual is discriminated against or harassed because of their association with another individual who has a protected characteristic.
- inform their manager if they become aware of any discriminatory practice.

THIRD PARTIES

Third-party harassment occurs where a Company employee is harassed, and the harassment is related to a protected characteristic, by third parties such as clients or customers. Reach out adventures will not tolerate such actions against its staff, and the employee concerned should inform their manager at once that this has occurred. Reach out adventures will fully investigate and take all reasonable steps to ensure such harassment does not happen again.

RELATED POLICIES AND ARRANGEMENTS

All policies and arrangements have a bearing on equality of opportunity. The Company policies will be reviewed regularly and any discriminatory elements removed.

RIGHTS OF DISABLED PEOPLE

The Company attaches particular importance to the needs of disabled people.

Under the terms of this policy, managers are required to:

- make reasonable adjustment to maintain the services of an employee who becomes disabled, for example, training, provision of special equipment, reduced working hours.
- include disabled people in training/development programmes;
- give full and proper consideration to disabled people who apply for jobs, having regard to making reasonable adjustments for their particular aptitudes and abilities to allow them to be able to do the job.

MONITORING

- Managing director (David Robinson) promotes good practice and ensures close monitoring system will be introduced to measure the effectiveness of the policy and arrangements. The system will involve the routine of ensuring all staff are happy in themselves, and give staff the opportunity to recommend any changes to policies and arrangements, or other settings to the company.
- We will maintain information on staff who have been involved in certain key policies: Disciplinary, Grievance and Bullying & Harassment.

REVIEW

The effectiveness of this policy and associated arrangements will be reviewed annually under the direct supervision of Managing director (David Robinson) Reach out adventures.